

30 September 1975

MEMORANDUM FOR: Chief, Plans and Policy Group

SUBJECT : MBO Objective OS-D 01-76

REFERENCE : (a) DD/PTOS Form 3581 dtd 20 June 1975

(b) DD/P&M Memo to DD/PSI and DD/PTOS
dtd 19 Sept 75, Subject as above

In accordance with paragraph 3 of reference (b), the following listing constitutes an inventory by type and volume of the records held by the office of the DD/PTOS.

A. Office Files:

Physical Security	3 cubic ft.
Technical Security	1 cubic ft.
Liaison - Agency & Other	1 cubic ft.
Chronology	1.5 cubic ft.
Miscellaneous	13 cubic ft.

B. Card-size Files:

Employee Identification cards & Document Control Tickets	1/4 cubic ft.
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D. Reference Material:

Regulation Books



Training Manual	3 cubic ft.
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TOTAL: 22.75 cubic feet

Deputy  Director of Security (PTOS)

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Office of DD/PSI

Forms	1.00 cu. ft.
Card Indices	1.50
Confidential Correspondent Folders	1.00
Report Files	0.75
Budget Papers	0.75
Study Papers	3.00
Working Papers in transit	1.00
Alleged Illegal Activities File	4.00
Reports to House & Senate Committees	4.00
Chrono Files	3.00
Reference Material	2.80
Policy File	4.70
	0.80
	1.30
	0.60
	2.30
	1.50

TOTAL

34.00 cu. ft.

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C/OPS/PSI

Study Papers	1.00 cu. ft.
Working Papers	0.40
Cases in Transit	1.00
Agency Manual	0.20
IG Study	<u>0.20</u>
TOTAL	2.80 cu. ft.